

Introduced 2/7/11  
Public Hearing 2/22/11  
Council Action 3/7/11  
Executive Action Mar 10, 2011  
Effective Date May 10, 2011

## County Council Of Howard County, Maryland

2011 Legislative Session

Legislative Day No. 2

Bill No. 5 -2011

Introduced by: The Chairperson at the request of the County Executive

AN ACT reorganizing the Executive Branch of County Government pursuant to Section 403 of the Howard County Charter; creating an Office of Transportation within the Department of County Administration; setting forth the duties and responsibilities of the Office of Transportation; setting forth the general qualifications of the Administrator of the Office of Transportation; providing that the Administrator of the Office of Transportation will be an executive exempt position appointed by the Chief Administrative Officer with the approval of the County Executive; making certain technical corrections; and generally relating to the Executive Branch of County Government.

Introduced and read first time February 7, 2011. Ordered posted and hearing scheduled.

By order Stephen M LeGendre  
Stephen LeGendre, Administrator

Having been posted and notice of time & place of hearing & title of Bill having been published according to Charter, the Bill was read for a second time at a public hearing on February 22, 2011.

By order Stephen M LeGendre  
Stephen LeGendre, Administrator

This Bill was read the third time on March 7, 2011 and Passed ✓, Passed with amendments ✓, Failed       .

By order Stephen M LeGendre  
Stephen LeGendre, Administrator

Sealed with the County Seal and presented to the County Executive for approval this 9<sup>th</sup> day of March, 2011 at 12:00 a.m./p.m.

By order Stephen M LeGendre  
Stephen LeGendre, Administrator

Approved/Vetoed by the County Executive March 10, 2011

Ken Ulman  
Ken Ulman, County Executive

NOTE: [[text in brackets]] indicates deletions from existing law; TEXT IN ALL CAPITALS indicates additions to existing law; Strike-out indicates material deleted by amendment; Underlining indicates material added by amendment.

1 *Section 1. Be It Enacted by the County Council of Howard County, Maryland, that the*  
2 *Howard County Code is amended as follows:*

3 *By amending paragraph (3) of subsection (b):*

4 *Title 1- Human Resources*

5 *Section 1.306 "Executive Exempt"*  
6

7 *By amending:*

8 *Title 6 – County Executive and the Executive Branch*

9 *Section 6.201 "Department of County Administration"*  
10

11 *By amending paragraph (8) of subsection (d) of:*

12 *Title 6 – County Executive and the Executive Branch*

13 *Section 6.401 "Department of County Administration"*  
14

15 *By adding new section 6.408 "Office of Transportation" to:*

16 *Title 6 – County Executive and the Executive Branch*  
17

18 *By amending paragraphs (11), (12), (13), (14) and (15) of subsection (c) of:*

19 *Title 16 – Planning, Zoning and Subdivisions and Land Development Regulations*

20 *Section 16.801 "The Department of Planning and Zoning"*  
21

22 **Title 1. Human Resources**

23 **Subtitle 3. Pay Plan.**  
24

25 **Section 1.306. Executive exempt.**

26 (b) *Appointing Authorities.* Appointing authorities for executive exempt employees are  
27 as provided in this subsection.

28 (3) *Chief Administrative Officer.* The Chief Administrative Officer, with the  
29 approval of the County Executive, is the appointing authority for the  
30 following positions:

ADMINISTRATIVE ASSISTANT, SERVING AS THE SECRETARY TO THE CHIEF  
ADMINISTRATIVE OFFICER;  
ADMINISTRATOR OF THE OFFICE OF ENVIRONMENTAL SUSTAINABILITY;  
ADMINISTRATOR OF THE OFFICE OF TRANSPORTATION;  
Executive Assistant I, serving as the Assistant to the Chief Administrative  
Officer;  
Executive Assistant II, Assistant to the Chief Administrative Officer;  
Budget Administrator;  
Deputy Chief Administrative Officer;  
Human Services Manager I, serving as the Workforce Development  
Administrator;  
Human Resources Administrator;  
Human Services Manager II, serving as the Human Rights Administrator;  
Labor Relations Coordinator; AND  
Public Information Administrator[[];  
Administrative Assistant, serving as the Secretary to the Chief  
Administrative Officer; and  
Administrator of the Office of Environmental Sustainability]].

**Title 6. County Executive and the Executive Branch.**

**Subtitle 2. Administrative Departments and Offices.**

**Section 6.201. Department of County Administration.**

(a) *Department of County Administration:* There is a Department of County  
Administration. The qualifications of its director and the nature of its duties and  
responsibilities are set forth in subtitle 4, "Department of County Administration," of title  
6, "County Executive and the Executive Branch," of the Howard County Code.

(b) *Office of Budget:* There is an Office of Budget. The qualifications of its administrator  
and the nature of its duties and responsibilities are set forth in section 22.400A, "Office of

Budget," of subtitle 4, "Budget Procedures," of title 22, "General Provisions, Penalties, etc.," of the Howard County Code.

(c) *Office of Human Rights*: There is an Office of Human Rights. The qualifications of its administrator and the nature of its duties and responsibilities are set forth in Subtitle 2, "Human Rights," of Title 12, "Health and Human Services," of the Howard County Code.

(d) *Office of Central Services*: There is an Office of Central Services. The qualifications of its administrator and the nature of its duties and responsibilities are set forth in Subtitle 4, "Department of County Administration" of Title 6, "County Executive and the Executive Branch" of the Howard County Code.

[[e) *Office of Information Systems Services*:]]

[[f)]E) *Office of Human Resources*: There is an Office of Human Resources. The qualifications of its administrator and the nature of its duties and responsibilities are set forth in Subtitle 1, "Human Resources Administration" of Title 1 "Human Resources," of the Howard County Code.

[[g)]F) *Office of Public Information*: There is an Office of Public Information. The qualifications of its administrator and the nature of its duties and responsibilities are set forth in Subtitle 4, "Department of County Administration," of [this] Title-6, "County Executive and the Executive Branch," of the Howard County Code.

[[h)]G) *Office of Purchasing*: There is an Office of Purchasing. The qualifications of its administrator and the nature of its duties and responsibilities are set forth in Subtitle 4, "Department of County Administration," of [this] Title 6, "County Executive and the Executive Branch," of the Howard County Code.

[[i)]H) *Office of Environmental Sustainability*. There is an Office of Environmental Sustainability. The qualifications of its Administrator and the nature of its duties and responsibilities are set forth in Subtitle 4, "Department of County Administration" of this Title of the Howard County Code.

(I) *OFFICE OF TRANSPORTATION*. THERE IS AN OFFICE OF TRANSPORTATION. THE QUALIFICATIONS OF ITS ADMINISTRATOR AND THE NATURE OF ITS DUTIES AND RESPONSIBILITIES ARE SET FORTH IN SUBTITLE 4, "DEPARTMENT OF COUNTY ADMINISTRATION" OF THIS TITLE OF THE HOWARD COUNTY CODE.

(J) *OFFICE OF WORKFORCE DEVELOPMENT*. THERE IS AN OFFICE OF WORKFORCE DEVELOPMENT. THE QUALIFICATIONS OF ITS ADMINISTRATOR AND THE NATURE OF ITS DUTIES AND RESPONSIBILITIES ARE SET FORTH IN SUBTITLE 4, "DEPARTMENT OF COUNTY ADMINISTRATION" OF THIS TITLE OF THE HOWARD COUNTY CODE.

**Title 6. County Executive and the Executive Branch.**

**Subtitle 4. Department of County Administration.**

**Section 6.401. Department of County Administration.**

*(d) Duties and Responsibilities.*

- (8) The Chief Administrative Officer shall have overall supervision of [[housing and community development functions, human rights functions, workforce development functions, environmental sustainability functions, and public information functions of the executive branch]] THE FUNCTIONS OF THE OFFICES LISTED IN SECTION 6.201 OF THIS TITLE.

**SECTION 6.408. OFFICE OF TRANSPORTATION.**

(A) *GENERAL PROVISIONS*: GENERAL PROVISIONS APPLICABLE TO THIS OFFICE ARE SET FORTH IN SUBTITLE 2, "ADMINISTRATIVE DEPARTMENTS AND OFFICES," OF THIS TITLE OF THE HOWARD COUNTY CODE.

(B) *HEAD*: THE ADMINISTRATOR OF THE OFFICE OF TRANSPORTATION SHALL HEAD THE OFFICE OF TRANSPORTATION UNDER THE GENERAL SUPERVISION OF THE CHIEF ADMINISTRATIVE OFFICER.

(C) *QUALIFICATIONS OF THE ADMINISTRATOR OF THE OFFICE OF TRANSPORTATION*: THE ADMINISTRATOR OF THE OFFICE OF TRANSPORTATION SHALL:

- (1) HAVE EXTENSIVE KNOWLEDGE OF THE PRINCIPLES AND PRACTICES OF THE OVERSIGHT AND OPERATION OF FIXED-ROUTE AND PARATRANSIT SYSTEMS;
- (2) HAVE EXPERIENCE IN FINANCING, BUDGET DEVELOPMENT, AND GRANTS MANAGEMENT; AND
- (3) HAVE HAD, AT THE TIME OF APPOINTMENT, AT LEAST 5 YEARS OF INCREASINGLY RESPONSIBLE EXECUTIVE EXPERIENCE IN THE MANAGEMENT

1 AND OVERSIGHT OF TRANSIT SERVICES AND OTHER RELATED EXPERIENCE  
2 INCLUDING TRANSIT PLANNING.

3 (D) *DUTIES AND RESPONSIBILITIES:* THE OFFICE OF TRANSPORTATION SHALL PROMOTE AND  
4 ENHANCE THE COUNTY'S TRANSPORTATION AND TRANSIT OPERATIONS NEEDS BY  
5 PERFORMING THE FOLLOWING FUNCTIONS:

- 6 (1) OVERSEEING THE ACQUISITION, MANAGEMENT, AND OPERATION OF THE  
7 COUNTY'S TRANSIT AND PARATRANSIT SERVICES;  
8 (2) COORDINATING AND MANAGING THE FUNDING FOR THE OPERATION AND  
9 MANAGEMENT OF THE COUNTY'S TRANSIT AND PARATRANSIT SERVICES;  
10 (3) DEVELOPING AND MANAGING TRANSPORTATION ALTERNATIVES TO SINGLE  
11 OCCUPANCY VEHICLES;  
12 (4) ENSURING COORDINATION OF TRANSIT, PEDESTRIAN, AND BICYCLE MODES;  
13 ~~(4)(5)~~ DEVELOPING AND INSTITUTING POLICIES AND PROCEDURES FOR  
14 TRANSPORTATION IN THE COUNTY AND REGION;  
15 ~~(5)(6)~~ OVERSEEING AND PROVIDING SUPPORT FOR THE PUBLIC TRANSPORTATION  
16 BOARD;  
17 ~~(6)(7)~~ COORDINATING WITH THE DEPARTMENT OF PLANNING AND ZONING TO  
18 ENSURE THE INTEGRATION OF LAND USE AND TRANSIT PLANNING;  
19 ~~(6)(7)(8)~~ ESTABLISHING AND MAINTAINING OFFICIAL AND INFORMAL ASSOCIATIONS  
20 WITH VARIOUS FEDERAL, STATE, AND LOCAL OFFICIALS AND  
21 PROFESSIONALS TO FACILITATE AND PROMOTE THE COUNTY'S  
22 TRANSPORTATION GOALS AND OBJECTIVES; AND  
23 ~~(7)(8)(9)~~ REPRESENTING AND PROVIDING ADVICE TO THE COUNTY EXECUTIVE ON  
24 TRANSIT AND TRANSPORTATION ISSUES.

25  
26 **Title 16. Planning, zoning and subdivisions and land development regulations.**

27 **Subtitle 8. Department of Planning and Zoning.**

28  
29 **Section 16.801. The Department of Planning and Zoning.**

1 (c) *Duties and Responsibilities.* The Department of Planning and Zoning shall  
2 comprehensively plan for the growth and development of the County, including but not  
3 limited to the functions set forth in this subsection.

4 (11) *[[Transportation coordination.* The Department of Planning and Zoning  
5 shall be responsible for the coordination of transportation in the County.]]

6 ([[12]]11) *Capital program.* Each year the Department of Planning and Zoning  
7 shall review the proposed capital program. The Department shall prepare  
8 comments and recommendations on the impact of the proposed capital  
9 program on the County general plan and the growth of the County and  
10 submit these comments and recommendations to the County Executive.

11 ([[13]]12) *Planning Board.* The Director of Planning and Zoning or the Director's  
12 designee shall serve as Executive Secretary of the Planning Board and  
13 shall attend all meetings of that board.

14 ([[14]]13) *Agricultural preservation.* The Department of Planning and Zoning is  
15 responsible for the operation of the County's agricultural land preservation  
16 program, pursuant to subtitle 5 of title 15 of the Howard County Code.

17 ([[15]]14) *Other duties and responsibilities.* The Director of Planning and Zoning  
18 may assign any administrative and/or supervisory duties and  
19 responsibilities to the Deputy Director of Planning and Zoning. The  
20 Department of Planning and Zoning is responsible for other functions  
21 prescribed by directive of the County Executive or by law.  
22

23 *Section 2. And Be It Further Enacted by the County Council of Howard County,*  
24 *Maryland, that this Act shall become effective 61 days after its enactment.*

BY THE COUNCIL

This Bill, having been approved by the Executive and returned to the Council, stands enacted on March 10, 2011.

Stephen M. LeGendre  
Stephen M. LeGendre, Administrator to the County Council

BY THE COUNCIL

This Bill, having been passed by the yeas and nays of two-thirds of the members of the Council notwithstanding the objections of the Executive, stands enacted on \_\_\_\_\_, 2011:

Stephen M. LeGendre, Administrator to the County Council

BY THE COUNCIL

This Bill, having received neither the approval nor the disapproval of the Executive within ten days of its presentation, stands enacted on \_\_\_\_\_, 2011.

Stephen M. LeGendre, Administrator to the County Council

BY THE COUNCIL

This Bill, not having been considered on final reading within the time required by Charter, stands failed for want of consideration on \_\_\_\_\_, 2011.

Stephen M. LeGendre, Administrator to the County Council

BY THE COUNCIL

This Bill, having been disapproved by the Executive and having failed on passage upon consideration by the Council stands failed on \_\_\_\_\_, 2011.

Stephen M. LeGendre, Administrator to the County Council

BY THE COUNCIL

This Bill, the withdrawal of which received a vote of two-thirds (2/3) of the members of the Council, is withdrawn from further consideration on \_\_\_\_\_, 2011.

Stephen M. LeGendre, Administrator to the County Council



Amendment 1 to CB5-2011

BY: Mary Kay Sigaty  
and Jennifer Terrasa

Legislative Day No. 3

Date: march 7, 2011

Amendment No. 1

*(This amendment adds a qualification for the Administrator of the Office of Transportation and adds a responsibility for the Office of Transportation.)*

- 1 On page 5, in line 3, before the period, insert "AND OTHER RELATED EXPERIENCE INCLUDING TRANSIT
- 2 PLANNING".
- 3
- 4 Also on page 5, after line 16, insert:
- 5 "(6) COORDINATING WITH THE DEPARTMENT OF PLANNING AND ZONING TO ENSURE THE
- 6 INTEGRATION OF LAND USE AND TRANSIT PLANNING;"
- 7 Renumber the remaining items..

ADOPTED march 7, 2011.

FAILED \_\_\_\_\_

SIGNATURE Stephen M. Egan

Amendment 2 to CB5-2011

BY: Jennifer Terrasa

Legislative Day No. 3

Date: March 7, 2011

Amendment No. 2

*(This amendment adds duties related to pedestrians and bicyclists.)*

1 On page 5, before line 13, insert:  
2

3 "(4) ENSURING COORDINATION OF TRANSIT, PEDESTRIAN, AND BICYCLE MODES;"  
4

5 Renumber the remaining items.

ADOPTED March 7, 2011  
FAILED \_\_\_\_\_  
SIGNATURE Stephen M. Labadie

Introduced \_\_\_\_\_  
Public Hearing \_\_\_\_\_  
Council Action \_\_\_\_\_  
Executive Action \_\_\_\_\_  
Effective Date \_\_\_\_\_

## County Council Of Howard County, Maryland

2011 Legislative Session

Legislative Day No. 2

Bill No. 5 -2011

Introduced by: The Chairperson at the request of the County Executive

AN ACT reorganizing the Executive Branch of County Government pursuant to Section 403 of the Howard County Charter; creating an Office of Transportation within the Department of County Administration; setting forth the duties and responsibilities of the Office of Transportation; setting forth the general qualifications of the Administrator of the Office of Transportation; providing that the Administrator of the Office of Transportation will be an executive exempt position appointed by the Chief Administrative Officer with the approval of the County Executive; making certain technical corrections; and generally relating to the Executive Branch of County Government.

---

Introduced and read first time \_\_\_\_\_, 2011. Ordered posted and hearing scheduled.

By order \_\_\_\_\_  
Stephen LeGendre, Administrator

Having been posted and notice of time & place of hearing & title of Bill having been published according to Charter, the Bill was read for a second time at a public hearing on \_\_\_\_\_, 2011.

By order \_\_\_\_\_  
Stephen LeGendre, Administrator

This Bill was read the third time on \_\_\_\_\_, 2011 and Passed \_\_\_\_, Passed with amendments \_\_\_\_, Failed \_\_\_\_.

By order \_\_\_\_\_  
Stephen LeGendre, Administrator

Sealed with the County Seal and presented to the County Executive for approval this \_\_\_\_ day of \_\_\_\_\_, 2011 at \_\_\_\_ a.m./p.m.

By order \_\_\_\_\_  
Stephen LeGendre, Administrator

Approved/Vetoed by the County Executive \_\_\_\_\_, 2011

---

Ken Ulman, County Executive

NOTE: [[text in brackets]] indicates deletions from existing law; TEXT IN ALL CAPITALS indicates additions to existing law; Strike-out indicates material deleted by amendment; Underlining indicates material added by amendment.

1 ***Section 1. Be It Enacted by the County Council of Howard County, Maryland, that the***  
2 ***Howard County Code is amended as follows:***

3 ***By amending paragraph (3) of subsection (b):***

4 ***Title 1- Human Resources***

5 ***Section 1.306 "Executive Exempt"***

6  
7 ***By amending:***

8 ***Title 6 – County Executive and the Executive Branch***

9 ***Section 6.201 "Department of County Administration"***

10  
11 ***By amending paragraph (8) of subsection (d) of:***

12 ***Title 6 – County Executive and the Executive Branch***

13 ***Section 6.401 "Department of County Administration"***

14  
15 ***By adding new section 6.408 "Office of Transportation" to:***

16 ***Title 6 – County Executive and the Executive Branch***

17  
18 ***By amending paragraphs (11), (12), (13), (14) and (15) of subsection (c) of:***

19 ***Title 16 – Planning, Zoning and Subdivisions and Land Development Regulations***

20 ***Section 16.801 "The Department of Planning and Zoning"***

21  
22 **Title 1. Human Resources**

23 **Subtitle 3. Pay Plan.**

24  
25 **Section 1.306. Executive exempt.**

26 ***(b) Appointing Authorities.*** Appointing authorities for executive exempt employees are  
27 as provided in this subsection.

28 ***(3) Chief Administrative Officer.*** The Chief Administrative Officer, with the  
29 approval of the County Executive, is the appointing authority for the  
30 following positions:

ADMINISTRATIVE ASSISTANT, SERVING AS THE SECRETARY TO THE CHIEF  
ADMINISTRATIVE OFFICER;  
ADMINISTRATOR OF THE OFFICE OF ENVIRONMENTAL SUSTAINABILITY;  
ADMINISTRATOR OF THE OFFICE OF TRANSPORTATION;  
Executive Assistant I, serving as the Assistant to the Chief Administrative  
Officer;  
Executive Assistant II, Assistant to the Chief Administrative Officer;  
Budget Administrator;  
Deputy Chief Administrative Officer;  
Human Services Manager I, serving as the Workforce Development  
Administrator;  
Human Resources Administrator;  
Human Services Manager II, serving as the Human Rights Administrator;  
Labor Relations Coordinator; AND  
Public Information Administrator[;  
Administrative Assistant, serving as the Secretary to the Chief  
Administrative Officer; and  
Administrator of the Office of Environmental Sustainability]].

**Title 6. County Executive and the Executive Branch.**

**Subtitle 2. Administrative Departments and Offices.**

**Section 6.201. Department of County Administration.**

(a) *Department of County Administration:* There is a Department of County Administration. The qualifications of its director and the nature of its duties and responsibilities are set forth in subtitle 4, "Department of County Administration," of title 6, "County Executive and the Executive Branch," of the Howard County Code.

(b) *Office of Budget:* There is an Office of Budget. The qualifications of its administrator and the nature of its duties and responsibilities are set forth in section 22.400A, "Office of

Budget," of subtitle 4, "Budget Procedures," of title 22, "General Provisions, Penalties, etc.," of the Howard County Code.

(c) *Office of Human Rights*: There is an Office of Human Rights. The qualifications of its administrator and the nature of its duties and responsibilities are set forth in Subtitle 2, "Human Rights," of Title 12, "Health and Human Services," of the Howard County Code.

(d) *Office of Central Services*: There is an Office of Central Services. The qualifications of its administrator and the nature of its duties and responsibilities are set forth in Subtitle 4, "Department of County Administration" of Title 6, "County Executive and the Executive Branch" of the Howard County Code.

[[[e) *Office of Information Systems Services*:]]

[[[f]]E) *Office of Human Resources*: There is an Office of Human Resources. The qualifications of its administrator and the nature of its duties and responsibilities are set forth in Subtitle 1, "Human Resources Administration" of Title 1 "Human Resources," of the Howard County Code.

[[[g]]F) *Office of Public Information*: There is an Office of Public Information. The qualifications of its administrator and the nature of its duties and responsibilities are set forth in Subtitle 4, "Department of County Administration," of [this] Title-6, "County Executive and the Executive Branch," of the Howard County Code.

[[[h]]G) *Office of Purchasing*: There is an Office of Purchasing. The qualifications of its administrator and the nature of its duties and responsibilities are set forth in Subtitle 4, "Department of County Administration," of [this] Title 6, "County Executive and the Executive Branch," of the Howard County Code.

[[[i]]H) *Office of Environmental Sustainability*. There is an Office of Environmental Sustainability. The qualifications of its Administrator and the nature of its duties and responsibilities are set forth in Subtitle 4, "Department of County Administration" of this Title of the Howard County Code.

(I) *OFFICE OF TRANSPORTATION*. THERE IS AN OFFICE OF TRANSPORTATION. THE QUALIFICATIONS OF ITS ADMINISTRATOR AND THE NATURE OF ITS DUTIES AND RESPONSIBILITIES ARE SET FORTH IN SUBTITLE 4, "DEPARTMENT OF COUNTY ADMINISTRATION" OF THIS TITLE OF THE HOWARD COUNTY CODE.

1 (j) *OFFICE OF WORKFORCE DEVELOPMENT*. THERE IS AN OFFICE OF WORKFORCE  
2 DEVELOPMENT. THE QUALIFICATIONS OF ITS ADMINISTRATOR AND THE NATURE OF ITS  
3 DUTIES AND RESPONSIBILITIES ARE SET FORTH IN SUBTITLE 4, "DEPARTMENT OF COUNTY  
4 ADMINISTRATION" OF THIS TITLE OF THE HOWARD COUNTY CODE.

5  
6 **Title 6. County Executive and the Executive Branch.**

7 **Subtitle 4. Department of County Administration.**

8  
9 **Section 6.401. Department of County Administration.**

10 (d) *Duties and Responsibilities.*

- 11 (8) The Chief Administrative Officer shall have overall supervision of  
12 [[housing and community development functions, human rights functions,  
13 workforce development functions, environmental sustainability functions,  
14 and public information functions of the executive branch]] THE FUNCTIONS  
15 OF THE OFFICES LISTED IN SECTION 6.201 OF THIS TITLE.

16  
17 **SECTION 6.408. OFFICE OF TRANSPORTATION.**

18 (A) *GENERAL PROVISIONS*: GENERAL PROVISIONS APPLICABLE TO THIS OFFICE ARE SET  
19 FORTH IN SUBTITLE 2, "ADMINISTRATIVE DEPARTMENTS AND OFFICES," OF THIS TITLE OF  
20 THE HOWARD COUNTY CODE.

21 (B) *HEAD*: THE ADMINISTRATOR OF THE OFFICE OF TRANSPORTATION SHALL HEAD THE  
22 OFFICE OF TRANSPORTATION UNDER THE GENERAL SUPERVISION OF THE CHIEF  
23 ADMINISTRATIVE OFFICER.

24 (C) *QUALIFICATIONS OF THE ADMINISTRATOR OF THE OFFICE OF TRANSPORTATION*: THE  
25 ADMINISTRATOR OF THE OFFICE OF TRANSPORTATION SHALL:

- 26 (1) HAVE EXTENSIVE KNOWLEDGE OF THE PRINCIPLES AND PRACTICES OF THE  
27 OVERSIGHT AND OPERATION OF FIXED-ROUTE AND PARATRANSIT SYSTEMS;  
28 (2) HAVE EXPERIENCE IN FINANCING, BUDGET DEVELOPMENT, AND GRANTS  
29 MANAGEMENT; AND

- 1           (3)     HAVE HAD, AT THE TIME OF APPOINTMENT, AT LEAST 5 YEARS OF  
2                     INCREASINGLY RESPONSIBLE EXECUTIVE EXPERIENCE IN THE MANAGEMENT  
3                     AND OVERSIGHT OF TRANSIT SERVICES.

4   (D) *DUTIES AND RESPONSIBILITIES*: THE OFFICE OF TRANSPORTATION SHALL PROMOTE AND  
5   ENHANCE THE COUNTY'S TRANSPORTATION AND TRANSIT OPERATIONS NEEDS BY  
6   PERFORMING THE FOLLOWING FUNCTIONS:

- 7           (1)     OVERSEEING THE ACQUISITION, MANAGEMENT, AND OPERATION OF THE  
8                     COUNTY'S TRANSIT AND PARATRANSIT SERVICES;  
9           (2)     COORDINATING AND MANAGING THE FUNDING FOR THE OPERATION AND  
10                    MANAGEMENT OF THE COUNTY'S TRANSIT AND PARATRANSIT SERVICES;  
11          (3)     DEVELOPING AND MANAGING TRANSPORTATION ALTERNATIVES TO SINGLE  
12                    OCCUPANCY VEHICLES;  
13          (4)     DEVELOPING AND INSTITUTING POLICIES AND PROCEDURES FOR  
14                    TRANSPORTATION IN THE COUNTY AND REGION;  
15          (5)     OVERSEEING AND PROVIDING SUPPORT FOR THE PUBLIC TRANSPORTATION  
16                    BOARD;  
17          (6)     ESTABLISHING AND MAINTAINING OFFICIAL AND INFORMAL ASSOCIATIONS  
18                    WITH VARIOUS FEDERAL, STATE, AND LOCAL OFFICIALS AND  
19                    PROFESSIONALS TO FACILITATE AND PROMOTE THE COUNTY'S  
20                    TRANSPORTATION GOALS AND OBJECTIVES; AND  
21          (7)     REPRESENTING AND PROVIDING ADVICE TO THE COUNTY EXECUTIVE ON  
22                    TRANSIT AND TRANSPORTATION ISSUES.

23  
24       **Title 16. Planning, zoning and subdivisions and land development regulations.**

25               **Subtitle 8. Department of Planning and Zoning.**

26  
27       **Section 16.801. The Department of Planning and Zoning.**

28   (c) *Duties and Responsibilities*. The Department of Planning and Zoning shall  
29   comprehensively plan for the growth and development of the County, including but not  
30   limited to the functions set forth in this subsection.



1 (11) *[[Transportation coordination.* The Department of Planning and Zoning  
2 shall be responsible for the coordination of transportation in the County.]]

3 ([[12]]11) *Capital program.* Each year the Department of Planning and Zoning  
4 shall review the proposed capital program. The Department shall prepare  
5 comments and recommendations on the impact of the proposed capital  
6 program on the County general plan and the growth of the County and  
7 submit these comments and recommendations to the County Executive.

8 ([[13]]12) *Planning Board.* The Director of Planning and Zoning or the Director's  
9 designee shall serve as Executive Secretary of the Planning Board and  
10 shall attend all meetings of that board.

11 ([[14]]13) *Agricultural preservation.* The Department of Planning and Zoning is  
12 responsible for the operation of the County's agricultural land preservation  
13 program, pursuant to subtitle 5 of title 15 of the Howard County Code.

14 ([[15]]14) *Other duties and responsibilities.* The Director of Planning and Zoning  
15 may assign any administrative and/or supervisory duties and  
16 responsibilities to the Deputy Director of Planning and Zoning. The  
17 Department of Planning and Zoning is responsible for other functions  
18 prescribed by directive of the County Executive or by law.

19  
20 ***Section 2. And Be It Further Enacted by the County Council of Howard County,***  
21 ***Maryland, that this Act shall become effective 61 days after its enactment.***